

# MIAMI BEACH

## MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF MIAMI BEACH AND MIAMI-DADE COUNTY HOMELESS TRUST

This Memorandum of Understanding (MOU) is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_ by and between the **City of Miami Beach, Florida**, a Florida municipal corporation (hereinafter the “City”), with its office located at 1700 Convention Center Drive, Miami Beach, FL 33139 and **Miami-Dade County Homeless Trust, a Miami-Dade County agency** (hereinafter Homeless Trust) with its offices located at 111 NW 1<sup>st</sup> Street, Miami, FL 33128. This Agreement is effective March 1, 2023, the “Effective Date.”

### ARTICLE I / PROJECT SUMMARY

Homeless Trust:	Miami-Dade County Homeless Trust
Homeless Trust CONTRACT ADMINISTRATOR:	Victoria Mallette
ADDRESS:	111 NW 1 <sup>st</sup> Street, 27th Floor
CITY, STATE, ZIP:	Miami, FL 33128
PHONE, FAX, E-MAIL:	305-375-1490, 305-375-2722 victoria.mallette@miamidade.gov
PROJECT AMOUNT:	Up to \$1,000,000.00
PROJECT DESCRIPTION:	See Exhibit 1 hereto
TERM:	One-time Payment

**IN WITNESS WHEREOF**, the parties hereto have executed this Agreement.

FOR CITY:

**City of Miami Beach, Florida**

ATTEST:

By: \_\_\_\_\_  
Rafael E. Granado, City Clerk

\_\_\_\_\_  
Alina T. Hudak, City Manager

\_\_\_\_\_  
Date

FOR MIAMI-DADE COUNTY HOMELESS TRUST:

**Miami-Dade County Homeless Trust**

ATTEST:

By: \_\_\_\_\_

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Print Name and Title

\_\_\_\_\_  
Print Name and Title

\_\_\_\_\_  
Date

## **ARTICLE II / GENERAL CONDITIONS**

1. **PARTIES:** The parties to this Agreement are the Homeless Trust and the City, a municipal corporation organized under the laws of the State of Florida. The City has delegated the responsibility of administering this MOU to the City Manager or the City Manager's authorized designee (the "Contract Administrator").

2. **PROJECT DESCRIPTION:** The Homeless Trust may only use the project funds for the purposes specifically described in the Project Description, attached hereto as Exhibit 1. Any modification to Exhibit 1 shall not be effective unless approved by written amendment to this Agreement executed by the City and Homeless Trust. The Homeless Trust will designate 55 units to the City of Miami Beach while these units remain in ownership of the Homeless Trust.

3. **PROJECT BUDGET:** Subject to the availability of City funds, the maximum amount payable to the Homeless Trust for housing units or services rendered under this Agreement shall not exceed the Project Amount as set forth in Article I of this Agreement. The Homeless Trust agrees that should available City funding be reduced, the amount payable under this Agreement will be reduced at the sole discretion of the City of Miami Beach. All Homeless Trust expenditures are subject to the terms of this Agreement, and as specified in the Project Description. Notwithstanding the foregoing, no modification to the Project fund amount shall exceed the Project Amount set forth in Article I of this Agreement. Any request by Homeless Trust to modify the Project amount shall be made in writing, using City approved forms, detailing and justifying the need for such changes.

4. **REPORTS:** The Project funds have been awarded with the understanding that the activities and services contemplated under the Project Description will mutually contribute to the enhancement of services available to City residents and visitors. As a condition of disbursements of Project funds, and to demonstrate that the Project funds are fulfilling, or have fulfilled, their purpose, the Homeless Trust must submit annual reports to the Contract Administrator on December 30<sup>th</sup> of each year. The Homeless Trust will also report any housing vacancies of the fifty-five (55) allotted units as they become available within seven (7) business days of availability.

5. **PROJECT AMOUNT AND PAYMENT SCHEDULE:** The total amount of the Project funds is set forth in Article I, subject to the restrictions set forth herein. In awarding the Project funds, the City assumes no obligation to provide financial support of any type whatsoever in excess of the total Project amount. Cost overruns are the sole principal responsibility of the Homeless Trust.

6. **PROJECT RESTRICTIONS:** Project funds awarded pursuant to this Agreement may only be used for the acquisition and rehabilitation of new permanent housing units by the Homeless Trust as described in Exhibit 1. The funds may not be used for the following expenditures: remuneration of City of Homeless Trust employees for services rendered as part of a Project funded by these Project funds; debt reduction; social and/or fundraising events; cash prizes; lobbying or propaganda materials;

charitable contributions; or events not open to the public.

7. **NO GUARANTEE OF FUNDING:** The Homeless Trust acknowledges that the receipt of these Project funds does not imply a commitment on behalf of the City to continue to or provide funding beyond the terms specified in this Agreement.

8. **PROGRAM MONITORING AND EVALUATION:** The City Manager or the City Manager's designee may monitor and conduct an evaluation of the Project under this Agreement, which may include, with or without limitation, visits by City representatives to Homeless Trust offices and/or the site of any project funded by these Project funds, to observe the Homeless Trust programs, procedures, and operations, or to discuss the Homeless Trust programs with Homeless Trust personnel; and/or requests for submittal of additional documentation or written reports on the acquisition and rehabilitation on the properties acquired and rehabilitated by the Homeless Trust with Project funds.

9. **BANK ACCOUNTS AND BONDING:** The Homeless Trust shall maintain all monies received pursuant to this Agreement in an account with a bank or savings and loan association that is located in Miami-Dade County. The Homeless Trust shall provide the City with the name of the bank or savings and loan association, as well as the name and title of all individuals authorized to withdraw or write checks on Project funds.

10. **ACCOUNTING AND FINANCIAL REVIEW:** Funded activities by these Project funds must take place during the City's Fiscal Year 2023. The Homeless Trust shall keep accurate and complete books and records of all receipts and expenditures of Project funds, in conformance with reasonable accounting standards. These books and records, as well as all documents pertaining to payments received and made in conjunction with this Agreement, including, without limitation, vouchers, bills, invoices, receipts and canceled checks, shall be dated within the fiscal year for which they are approved and retained in Miami-Dade County in a secure place and in an orderly fashion by the Homeless Trust. These books, records, and documents may be requested and examined by the City, and/or its authorized representatives, at the Homeless Trust's offices during regular business hours and upon reasonable notice. Furthermore, the City may, at its expense, audit or have audited, all the financial records of the Homeless Trust, whether or not purported to be related to this Agreement.

The Homeless Trust costs or earnings claimed under this Agreement may not also be claimed under any other Agreement from the City of Miami Beach or from any other entity. Any claim for double payment by the Homeless Trust shall be a material breach of this Agreement.

11. **INSPECTOR GENERAL AUDIT RIGHTS:**

A. Pursuant to Section 2-256 of the Code of the City of Miami Beach, the City has established the Office of the Inspector General which may, on a random basis, perform reviews, audits, inspections and investigations on all City contracts, throughout the duration of said contracts. This random audit is

separate and distinct from any other audit performed by or on behalf of the City.

B. The Office of the Inspector General is authorized to investigate City affairs and empowered to review past, present and proposed City programs, accounts, records, contracts and transactions. In addition, the Inspector General has the power to subpoena witnesses, administer oaths, require the production of witnesses and monitor City projects and programs. Monitoring of an existing City project or program may include a report concerning whether the project is on time, within budget and in conformance with the contract documents and applicable law. The Inspector General shall have the power to audit, investigate, monitor, oversee, inspect and review operations, activities, performance and procurement process including but not limited to project design, bid specifications, (bid/proposal) submittals, activities of the Homeless Trust, its officers, agents and employees, lobbyists, City staff and elected officials to ensure compliance with the contract documents and to detect fraud and corruption. Pursuant to Section 2-378 of the City Code, the City is allocating a percentage of its overall annual contract expenditures to fund the activities and operations of the Office of Inspector General.

C. Upon ten (10) days written notice to the Homeless Trust, the Homeless Trust shall make all requested records and documents available to the Inspector General for inspection and copying. The Inspector General is empowered to retain the services of independent private sector auditors to audit, investigate, monitor, oversee, inspect and review operations activities, performance and procurement process including but not limited to project design, bid specifications, (bid/proposal) submittals, activities of Homeless Trust, its officers, agents and employees, lobbyists, City staff and elected officials to ensure compliance with the contract documents and to detect fraud and corruption.

D. The Inspector General shall have the right to inspect and copy all documents and records in the Homeless Trust possession, custody or control which in the Inspector General's sole judgment, pertain to performance of the contract, including, but not limited to original estimate files, change order estimate files, worksheets, proposals and agreements from and with successful subcontractors and suppliers, all project-related correspondence, memoranda, instructions, financial documents, construction documents, (bid/proposal) and contract documents, back-change documents, all documents and records which involve cash, trade or volume discounts, insurance proceeds, rebates, or dividends received, payroll and personnel records and supporting documentation for the aforesaid documents and records.

E. The Homeless Trust shall make available at its office at all reasonable times the records, materials, and other evidence regarding the acquisition (bid preparation) and performance of this Agreement, for examination, audit, or reproduction, in perpetuity after final payment under this Agreement or for any longer period required by statute or by other clauses of this contract. In addition:

- i. If this Agreement is completely or partially terminated, the Homeless Trust shall make available records relating to the work terminated until three (3) years after any resulting final termination settlement; and

- ii. The Homeless Trust shall make available records relating to appeals or to litigation or the settlement of claims arising under or relating to this Agreement until such appeals, litigation, or claims are finally resolved.

F. The provisions in this section shall apply to the Homeless Trust, its officers, agents, employees, subcontractors and suppliers. The Homeless Trust shall incorporate the provisions in this section in all subcontracts and all other agreements executed by the Homeless Trust in connection with the performance of this Agreement.

G. Nothing in this section shall impair any independent right to the City to conduct audits or investigative activities. The provisions of this section are neither intended nor shall they be construed to impose any liability on the City by the Homeless Trust or third parties.

13. **PUBLICITY AND CREDITS**: The Homeless Trust must include the City logo and the following credit line in all printed publications related to this Agreement or the activities funded under this Agreement: **“This Project is funded in part by funding from the City of Miami Beach.”** All publicity or credits expressed orally regarding activities funded under this Agreement, must also include the credit line herein. Failure by the Homeless Trust to comply with this paragraph may preclude future funding from the City, in the same manner as if the Homeless Trust defaulted under this Agreement.

14. **LIABILITY AND INDEMNIFICATION**: The Homeless Trust shall indemnify and hold harmless the City and its officials, officers, employees, agents, and contractors, from and against any and all actions (whether at law or in equity), claims, liabilities, losses, expenses, or damages, including, without limitation, attorneys' fees and costs of defense, for personal, economic, or bodily injury, wrongful death, or loss of or damage to property, which the City or its officers, employees, agents and contractors may incur as a result of claims, demands, suits, causes of action or proceedings of any kind or nature arising out of, relating to, or resulting from the performance of this Agreement by the Homeless Trust or its officers, employees, agents, servants, partners, principals or contractors. The Homeless Trust shall pay all claims and losses in connection therewith and shall investigate and defend all claims, suits, or actions of any kind or nature in the name of the City, where applicable, including appellate proceedings, and shall pay all costs, judgments, and attorneys' fees which may issue thereon. The Homeless Trust expressly understands and agrees that any insurance protection required by this Agreement, or otherwise provided, shall in no way limit its obligation, as set forth herein, to indemnify, hold harmless, and defend the City or its officers, employees, agents, and contractors as herein provided.

If the Homeless Trust is a government entity, this indemnification shall only be to the extent and within the limitations of Section 768.28, Florida Statutes, subject to the provisions of that Statute whereby the Homeless Trust entity shall not be held liable to pay a personal injury or property damage claim or judgment by any one person which exceeds the sum of \$200,000, or any claim or judgment or

portions thereof, which, when totaled with all other claims or judgments paid by the government entity arising out of the same incident or occurrence, exceed the sum of \$300,000 from any and all personal injury or property damage claims, liabilities, losses or causes of action which may arise as a result of the negligence of the Homeless Trust entity.

15. **ASSIGNMENT**: The Homeless Trust shall not be permitted to assign this Agreement, and any purported assignment will be void, and shall be treated as an event of default pursuant to this Agreement.

16. **COMPLIANCE WITH LAWS**: The Homeless Trust agrees to abide by and be governed by all applicable Federal, State, County and City laws, including but not limited to Miami-Dade County's Conflict of Interest and Code of Ethics Ordinance, as amended, which is incorporated herein by reference as if fully set forth herein, and Chapter 2, Article VII of the City Code, as amended, which is incorporated herein by reference as if fully set forth herein.

17. **DEFAULT/TERMINATION PROVISIONS**: In the event the Homeless Trust shall fail to comply with any of the provisions of this Agreement, the City Manager or the City Manager's designee may terminate this Agreement and withhold or cancel all or any unpaid installments of the Project funds upon giving five (5) calendar days written notice to the Homeless Trust, and the City shall have no further obligation to the Homeless Trust under this Agreement. Further, in the event of termination for cause, the Homeless Trust shall be required to immediately repay to the City all portions of the Project funds which have been received by the Homeless Trust and which have not been expended in accordance with the terms of this Agreement as of the date that the written demand is received.

These provisions shall not waive or preclude the City from pursuing any other remedies that may be available to it under the law.

18. **FLORIDA PUBLIC RECORDS LAW**:

A. The Homeless Trust shall comply with Florida Public Records law under Chapter 119, Florida Statutes, as may be amended from time to time.

B. The term "public records" shall have the meaning set forth in Section 119.011(12), which means all documents, papers, letters, maps, books, tapes, photographs, films, sound recordings, data processing software, or other material, regardless of the physical form, characteristics, or means of transmission, made or received pursuant to law or ordinance or in connection with the transaction of official business of the City.

C. Pursuant to Section 119.0701 of the Florida Statutes, if the Homeless Trust meets the definition of "Contractor" as defined in Section 119.0701(1)(a), the Homeless Trust shall:

- i. Keep and maintain public records required by the City to perform the service;
- ii. Upon request from the City's custodian of public records, provide the City with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes or as otherwise provided by law;
- iii. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed, except as authorized by law, for the duration of the contract term and following completion of the Agreement if the Homeless Trust does not transfer the records to the City;
- iv. Upon completion of the Agreement, transfer, at no cost to the City, all public records in possession of the Homeless Trust or keep and maintain public records required by the City to perform the service. If Homeless Trust transfers all public records to the City upon completion of the Agreement, the Homeless Trust shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Homeless Trust keeps and maintains public records upon completion of the Agreement, the Homeless Trust shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the City, upon request from the City's custodian of public records, in a format that is compatible with the information technology systems of the City.

#### D. REQUEST FOR RECORDS; NONCOMPLIANCE

- i. A request to inspect or copy public records relating to the City's contract for services must be made directly to the City. If the City does not possess the requested records, the City shall immediately notify the Homeless Trust of the request, and the Homeless Trust must provide the records to the City or allow the records to be inspected or copied within a reasonable time.
- ii. The Homeless Trust failure to comply with the City's request for records shall constitute a breach of this Agreement, and the City, at its sole discretion, may: (1) unilaterally terminate the Agreement; (2) avail itself of the remedies set forth under the Agreement; and/or (3) avail itself of any available remedies at law or in equity.
- iii. If the Homeless Trust fails to provide the public records to the City within a reasonable time may be subject to penalties under s. 119.10.

#### E. CIVIL ACTION



- i. If a civil action is filed against the Homeless Trust to compel production of public records relating to the City's contract for services, the court shall assess and award against the Homeless Trust the reasonable costs of enforcement, including reasonable attorneys' fees, if:
  - a. The court determines that the Homeless Trust unlawfully refused to comply with the public records request within a reasonable time; and
  - b. At least 8 business days before filing the action, the plaintiff provided written notice of the public records request, including a statement that the Homeless Trust has not complied with the request, to the City and to the Homeless Trust.
- ii. A notice complies with subparagraph (i)(b) if it is sent to the City's custodian of public records and to the Homeless Trust at the Homeless Trust address listed on its agreement with the City or to the Homeless Trust's registered agent. Such notices must be sent by common carrier delivery service or by registered, Global Express Guaranteed, or certified mail, with postage or shipping paid by the sender and with evidence of delivery, which may be in an electronic format.
- iii. If the Homeless Trust complies with a public records request within 8 business days after the notice is sent is not liable for the reasonable costs of enforcement.

**F. IF THE HOMELESS TRUST HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO M-DCAHSD'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT:**

**CITY OF MIAMI BEACH  
ATTENTION: RAFAEL E. GRANADO, CITY CLERK  
1700 CONVENTION CENTER DRIVE  
MIAMI BEACH, FLORIDA 33139  
E-MAIL: [RAFAELGRANADO@MIAMIBEACHFL.GOV](mailto:RAFAELGRANADO@MIAMIBEACHFL.GOV)  
PHONE: 305-673-7411**

**19. E-VERIFY:**

A. The Homeless Trust shall comply with Section 448.095, Florida Statutes, "Employment Eligibility" ("E-Verify Statute"), as may be amended from time to time. Pursuant to the E-Verify Statute, commencing on January 1, 2021, the Homeless Trust shall register with and use the E-Verify system to verify the work authorization status of all newly hired employees during the

Term of the Agreement. Additionally, the Homeless Trust shall expressly require any approved subcontractor performing work or providing services pursuant to the Agreement to likewise utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the subcontractor during the contract Term. If the Homeless Trust enters into a contract with an approved subcontractor, the subcontractor must provide the Homeless Trust with an affidavit stating that the subcontractor does not employ, contract with, or subcontract with an unauthorized alien. The Homeless Trust shall maintain a copy of such affidavit for the duration of the Agreement or such other extended period as may be required under this Agreement.

#### B. TERMINATION RIGHTS

- i. If the City has a good faith belief that the Homeless Trust has knowingly violated Section 448.09(1), Florida Statutes, the City shall terminate this Agreement with the Homeless Trust for cause, and City shall thereafter have or owe no further obligation or liability to the Homeless Trust.
- ii. If the City has a good faith belief that a subcontractor has knowingly violated the foregoing Subsection 19(A), but the Homeless Trust otherwise complied with such section, the City will promptly notify the Homeless Trust and order the Homeless Trust to immediately terminate the contract with the subcontractor. The Homeless Trust failure to terminate a subcontractor shall be an event of default under this Agreement, entitling City to terminate the Homeless Trust contract for cause.
- iii. A contract terminated under the foregoing Subsections (B)(i) or (B)(ii) is not in breach of contract and may not be considered as such.
- iv. The City or the Homeless Trust or a subcontractor may file an action with the Circuit or County Court to challenge a termination under the foregoing Subsections (B)(i) or (B)(ii) no later than 20 calendar days after the date on which the contract was terminated.
- v. If the City terminates the Agreement with the Homeless Trust under the foregoing Subsection 19(A), the Homeless Trust may not be awarded a public contract for at least one (1) year after the date of termination of this Agreement.
- vi. The Homeless Trust is liable for any additional costs incurred by the City as a result of the termination of this Agreement under this Section 19.

20. **WRITTEN NOTICES:** Any notices required under this Agreement will be effective when delivered to the City in writing and addressed to the City Contract Administrator. Any notices required under this Agreement will be effective when delivered to Homeless Trust in writing and

addressed to Homeless Trust Contract Administrator.

21. **CITY CONTRACT ADMINISTRATOR:** All contract related questions, reports and requests for reimbursements to be submitted to the City Contract Administrator listed below.

Alba Ana Tarre  
Director  
Office of Housing and Community Services  
City of Miami Beach  
1700 Convention Center Drive  
Miami Beach, FL 33139  
Tel: 305-673-7000 ext. 26175  
Email: [albatarre@miamibeachfl.gov](mailto:albatarre@miamibeachfl.gov)

### **ARTICLE III / MISCELLANEOUS PROVISIONS**

22. **PUBLIC PURPOSE:** The Project funds awarded herein is the result of a finding by the City, based on representatives, documents, materials and other information supplied by the Homeless Trust, that Homeless Trust is performing a public purpose through the programs, projects, and/or services recommended for support. As such, use of Project funds for any program component not meeting this condition will be considered a breach of the terms of this Agreement and will allow the City to seek remedies including, but not limited to, those outlined in this Agreement.

23. **NO DISCRIMINATION:** The Homeless Trust also accepts and agrees to comply with the following Special Conditions:

- A. The Homeless Trust hereby agrees that it will comply with Title VII of the Civil Rights Act of 1964 (Pub. L. 88-352) (Title VII), as amended, as it appears in volume 42 of the United States Code, beginning at section 2000e, prohibiting employment discrimination based on race, color, religion, sex and national origin.
- B. The Homeless Trust hereby agrees that it will comply with City of Miami Beach Human Rights Ordinance as codified in Chapter 62 of the City Code, as may be amended from time to time, prohibiting discrimination in employment (including independent contractors), housing and public accommodations, public services and in connection with its membership or policies on account of actual or perceived race, color, national origin, religion, sex, intersexuality, gender identity, sexual orientation, marital and familial status, age, disability, ancestry, height, weight, hair texture and/or hairstyle, domestic partner status, labor organization membership, familial situation, or political affiliation.

- C. The City endorses, and the Homeless Trust shall comply with, the clear mandate of the Americans with Disabilities Act of 1990 (ADA) to remove barriers, which prevents qualified individuals with disabilities from enjoying the same employment opportunities that are available to persons without disabilities.
- D. The City also endorses the mandate of the Rehabilitation Act of 1973 and Section 504 and prohibits discrimination on the basis of disability and requires that the Homeless Trust provides equal access and equal opportunity and services without discrimination on the basis of any disability.

24. **GOVERNING LAW AND EXCLUSIVE VENUE:** This Agreement shall be governed by, and construed in accordance with, the laws of the State of Florida, both substantive and remedial, without regard to principles of conflict of laws. The exclusive venue for any litigation arising out of this Agreement shall be Miami-Dade- County, Florida, if in State court, and the U.S. District Court, Southern District of Florida, if in federal court. BY ENTERING INTO THIS AGREEMENT, THE CITY AND M-DDCAHSD EXPRESSLY WAIVE ANY RIGHTS EITHER PARTY MAY HAVE TO A TRIAL BY JURY OF ANY CIVIL LITIGATION RELATED TO, OR ARISING OUT OF, THIS AGREEMENT.

25. **NO WAIVER:** No waiver of any breach or failure to enforce any of the terms, covenants, conditions or other provisions of this Agreement by either party at any time shall in any way affect, limit, modify or waive either party's right thereafter to enforce or compel strict compliance with every term, covenant, condition or other provision hereof.

26. **CAPTIONS USED IN THIS AGREEMENT:** Captions, as used in this Agreement, are for convenience of reference only and should not be deemed or construed as in any way limiting or extending the language or provisions to which such captions may refer.

27. **CONTRACT REPRESENTS TOTAL AGREEMENT:** This contract, including its special conditions and exhibits, represents the whole and total agreement of the parties. No representations, except those contained within this Agreement and its attachments, are to be considered in construing its terms. No modifications or amendments may be made to this Agreement unless made in writing signed by both parties. Any modification to the Project Amount shall require approval by the Mayor and City Commission.

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## EXHIBIT 1

### PROJECT DESCRIPTION

#### BACKGROUND/DESCRIPTION OF NEED

At the October 26, 2022 Miami Beach City Commission meeting, the Mayor and City Commission appropriated \$1 million for the Homeless Trust toward the purchase of certain property located outside of the City of Miami Beach, for the purpose of providing housing assistance to homeless persons. As part of the City Commission's approval of the \$1 million funding request, together with the City's commitment to work to identify at least another \$1 million in additional funds, the Homeless Trust committed to provide the City fifty-five (55) units to house fifty-five (55) people: forty-five (45) single occupancy units at Blue Village, located at 18055 SW 12th Street, Miami, FL 33194, for individuals experiencing homelessness, and ten (10) beds for homeless persons 65 years and older at Mia Casa, located at 12221 Harriet Tubman Highway, North Miami, FL 33161 for homeless seniors.

#### PROGRAM DESCRIPTION

Project funds will provide the City with forty five (45) units and ten (10) beds to assist individuals experiencing homelessness. The following are key Project parameters:

- **Occupancy Rate:** Number of homeless people served through the project.
- **Housing Retention:** 90% or 50 clients will not return to homelessness after 1 year.
- **Income growth:** At least 75% or 41 persons placed in permanent housing will obtain or increase income as a result of program participation.
- **Acquisition:** Proof of the acquisition (Warranty Deed) of Blue Village and Mia Casa upon Agreement execution.

Beneficiaries/Participants ("Clients"): Homeless individuals currently residing on Miami Beach or individuals who previously resided on Miami Beach but are currently in emergency or transitional housing.

Services: Funding will be used by the Homeless Trust to offer the following services under this Agreement:

**Acquisition and Rehabilitation:** The acquisition and rehabilitation of 55 units by the Homeless Trust to include 45 units and 10 beds for the City of Miami Beach for individuals experiencing homelessness.

**Performance Reporting:** The Homeless Trust will provide a systematic method by which the City of Miami Beach's Information Technology Department can access housing data. Access can be provided via API, routinely scheduled data transfers, or other secure technology methods mutually agreed upon for analytics purposes. A Miami Beach housing project will be created in the Homeless Information Management System (HMIS), allowing housing status reports to be generated on the 45 units and 10 beds allocated to Miami Beach.

Referrals: Miami Beach's Office of Housing and Community Services will work in partnership with the Homeless Trust to refer eligible households to the program:

#### Homeless Trust Responsibilities

- (a) The Homeless Trust or its designee will systematically alert the Miami Beach Office of Housing and Community Services Homeless Outreach Services Team via email or other agreed-upon

mechanisms, of anticipated or available set-aside units. Notification of a vacancy will happen within seven (7) days.

- (b) The City of Miami Beach, in partnership with the Homeless Trust's Housing Coordinator, will identify and refer 55 eligible individuals. Persons referred will be open in HMIS, with universal data elements and vulnerability assessment completed, and reside on Miami Beach or have previously resided on Miami Beach and in crisis or other temporary housing.

Point of Contact:

Carlos Laso  
Homeless Trust Housing Coordinator  
305-375-4410  
[carloslaso@miamidade.gov](mailto:carloslaso@miamidade.gov)

- (c) Miami Beach referrals will follow the Coordinated Entry Process and Orders of Priority outlined by the Continuum of Care (CoC), which are available for viewing on the Homeless Trust's website and may be amended from time to time by the CoC.
- (d) If the Trust or Miami Beach is unable to identify and refer an eligible household from Miami Beach within fourteen (14) working days, the Homeless Trust is authorized to refer other eligible persons experiencing homelessness across Miami-Dade into the vacant unit. In such a case, the next vacant unit within the property will be offered to the City of Miami Beach in an effort to reach the 55-unit commitment.
- (e) If a referral is rejected or an offer of housing is declined, the Miami Beach Homeless Outreach Team can refer additional households in an effort to reach the 55-unit commitment to house no fewer than 55 individuals experiencing homelessness.
- (f) Ensure a general timely response time for all communications with the MOU partner(s) of no more than two (2) business days.

### **Miami Beach Homeless Outreach Team Responsibilities**

- (a) Upon notification by the Homeless Trust and/or its designee that a referral is needed, the City of Miami Beach in partnership with the Homeless Trust will identify and select clients experiencing homelessness in Miami Beach following the Orders of Priority and prioritization factors outlined in the Coordinated Entry Process and Orders of Priority.
- (b) The Homeless Outreach Services Team and/or its designee will help coordinate transportation of referred, unsheltered, Miami Beach clients to Blue Village or Mia Casa for initial intake and lease-up if the client needs that support.
- (c) Miami Beach's Office of Housing and Community Services will work in partnership with the Trust and the contracted operator of Blue Village/ Mia Casa to help ensure required documentation is obtained and retained. To facilitate rapid placement, documentation is not required upon entry, but should be obtained within 45 days of client placement.
- (d) Ensure a general response time for all communications with the MOU partner(s) of no more than two (2) business days.

**GOALS/OUTCOMES**

<b>Outcome</b>	<b>Measure</b>	<b>Reporting Deadline</b>
Enhance housing support to Miami Beach households experiencing homelessness	<ul style="list-style-type: none"><li>• Number of Miami Beach persons experiencing homelessness served.</li><li>• Housing Retention rate</li><li>• Income Growth rate</li></ul>	Annual report provided on December 30 <sup>th</sup> of each year.

DRAFT

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**EXHIBIT 2**  
**CITY OF MIAMI BEACH**  
**ANNUAL REPORT**  
**FORM**

<b>CMB AGREEMENT No.:</b>	
<b>NAME:</b>	<b>Miami-Dade County Homeless Trust</b>
<b>HOMELESS TRUST ADDRESS:</b>	
<b>HOMELESS TRUST CONTRACT ADMINISTRATOR:</b>	
<b>HOMELESS TRUST CONTRACT ADMINISTRATOR'S E-MAIL ADDRESS:</b>	

**REPORT PERIOD:**

**GOALS/OUTCOMES:**

<b>Outcome</b>	<b>Measure</b>	<b>Target</b>	<b>Accomplishments To-Date</b>

**PROBLEM ENCOUNTERED:**

**OTHER NOTABLE ITEMS:**

The Homeless Trust

**Report Prepared By:**

\_\_\_\_\_

Name

**City of Miami Beach**

**Report Reviewed By:**

\_\_\_\_\_

Name

\_\_\_\_\_

Signature/Date

\_\_\_\_\_

Signature/Date